

# U N I V E R S I T Y *of* H O U S T O N

## UNIVERSITY COORDINATING COMMISSION

### Minutes for March 30, 2009

A meeting of the University Coordinating Commission convened at 3pm on Monday, March 30, 2009, in room 209 of the E.Cullen Building.

Members Present: Rigoberto Advincula , Elaine Charlson, Mark Clarke, Sandy Coltharp, Jerry Waite, Dan Wells

Members Absent: Wynne Chin, Sam Dike, Catherine Patterson

Staff: Jeanette Morales

#### **I Call to Order; Minutes for 2/27/09**

Dan Wells called the meeting to order at 1:05pm. Minutes for 2/27/09 were approved.

#### **II Announcements**

**A Spring 2009 meeting dates:** To be determined

**B E-mail listserves:**

UC-COORD-COMMISSION@LISTSERV.UH.EDU - Commission members

UCC-NEWS@LISTSERV.UH.EDU - Commission news: UH community members may subscribe by sending an e-mail request to [ucc@uh.edu](mailto:ucc@uh.edu)

**C Website:** <http://www.uh.edu/ucc/>

#### **III UCC 0095 09S: Employee Wellness Program Policy**

This document was submitted by Staff Council & Joan Nelson, Human Resources

This document has been reviewed by Staff Council

Submitter's recommendation for further review: no recommendation made

Forwarded to: Deans Council, Faculty Senate, HR Committee, SGA, UH Vice Presidents, Campus Recreation, Wellness Program, Health Center

Responses due: 3/27/09

**Policy was withdrawn by Staff Council for further discussion.**

#### **IV UCC 0096 09S: Medical & Administrative Withdrawal - Change in Deadline Terminology Request**

This document was submitted by Undergraduate Council

This document was reviewed by Undergraduate Council

Submitter's recommendation for further review: none

Forwarded to: Dean's Council, Dean of Students, Faculty Senate, Graduate & Professional Studies, Residential Life & Housing, Scholarships & Financial Aid

Replies due: 4/27/09

#### **V UCC 0097 09S: Library Representation on Undergraduate Council**

This document was submitted by Undergraduate Council

This document was reviewed by Undergraduate Council

Submitter's recommendation for further review: none

**The UCC did not consider this document as policy.**

**VI New Business**

UCC members discussed improving the workflow efficiency of processing UCC documents via meetings and improved communication to ensure that originators who submit proposed policies are notified before and after the UCC has reviewed them.

**VI Adjournment: 1:27pm**